

BOARD OF SELECTMEN
Working Session
Minutes of July 29, 2008

Chairman Jackson called the meeting to order at 4:05PM. Board members present in addition to Chairman Jackson were Richard Gandt, Martha Morrison and Nancy Luther. Of the Selectmen's staff, Town Administrator Virginia Wilder, and Board Secretary Donna Rich, were in attendance. Mike Stucka of the Salem News was present also.

Chairman Jackson began with a discussion regarding the property line survey performed by Donohue and Parkhurst Inc for the Rail Trail Committee. Selectman Luther noted that some abutters have encroached on Town property. Selectman Morrison mentioned that there is one property that potentially will require an easement by the Town due to the location of an existing septic system.

Board of Selectmen Policies & Procedures: Ms. Wilder provided historical data regarding the origin of the document. Selectman Gandt offered his opinion that the Massachusetts Municipal Association Handbook for Massachusetts Selectmen to be a valuable tool incorporating the procedures listed in the document presented. The Board determined that further review of the document was required.

Litter Control Warrant Article: Ms. Wilder provided historical perspective on the May 2008 Town Meeting Article 48 that was a citizen petition. This petition was presented by Wendy Coke on behalf of her two sons. The Finance Committee had recommended, and Town meeting approved, that the article be tabled and that the matter be referred to the Selectman for further action. Selectman Clark (at the time) agreed to work on a committee, along with Ms. Wilder, Town Administrator, to review the matter. Selectman Morrison suggested that Police Chief Haglund be consulted as to the enforcement of such a bylaw and be included in a committee if developed. Selectman Gandt would like to have a clearer direction for such a committee. Therefore, as input he requested that Ms. Wilder investigate and provide information about litter laws in other communities. Selectman Gandt summarized the discussion as identifying three types of litter which might be considered: road side, the downtown area and bags of trash dropped on the side of the road. Further discussion may identify additional types.

Selectman Morrison had received a citizen comment regarding the removal of a trash barrel that was located, on Town property, next to the Topsfield House of Pizza. The barrel apparently was moved over to the Topsfield Station. Selectman Gandt will speak with Steve Shepard, Superintendent of Park & Cemetery, to obtain the historical perspective of trash removal from the downtown area.

Downtown Strategic Planning: Selectman Morrison provided a historical background as to what has taken place over the years in regards to revitalization of the downtown area. Selectman Morrison further explained how originally the project was spearheaded by the Main Street Foundation in conjunction with the Planning Board and, in her opinion, now needs stronger government support. Selectman Morrison explained how the traffic patterns should be studied, specifically the intersection of Main Street and High Street. In addition, the issue of parking in the downtown area should be addressed. There was discussion surrounding parking in general in the downtown area, and/or lack of parking. Chairman Jackson encouraged Selectman Morrison to continue to assist the Planning Board, as liaison, in looking at a strategic plan for the downtown area and keep the Board apprised of any developments that require the Board's assistance.

At 5:35 PM Chairman Jackson entertained a motion to adjourn, Selectman Luther moved the motion and Selectman Morrison seconded the motion, vote: 4-0.

Warrants: The Selectmen signed and approved warrants in the amount of \$ **572,660.15**. The breakdown is as follows:

Warrant #FY09:	
09T	\$ 73,780.93
09School	\$ 31,792.90
10	\$ 467,086.32

Respectfully submitted,

Donna Rich, Secretary
Selectmen's Office

Approved as amended at the August 4, 2008 Board of Selectmen's meeting.